DOCUMENT RESUME

ED 169 976 JC 790 275

AUTHOR Daly, Pat; Lucas, John A.
TITLE Surveys of Need for Office Design and Other Design Skills Among Former Interior Design Graduates and Employers of Designers. Volume IX, No. 15.
INSTITUTION William Rainey Harper Coll., Palatine, Ill.
PUB DATE 14 Apr 78
NOTE 30p.

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS Community Colleges; Curriculum Planning; *Educational Interest; Employer Attitudes; *Employment Qualifications; Graduate Surveys; Institutional Research; *Interior Design; *Job Skills; Job Training; *Junior Colleges; Needs Assessment; Occupational Surveys; Offices (Facilities); *Trade and Industrial Education

ABSTRACT

In order to measure the demand for an office design course among interior design graduates of Harper College and to determine the design skill needs of area employers, two studies were undertaken. An initial mail survey, a second mailing, and a series of telephone calls yielded a 75% response rate from the program's 88 graduates. Of the respondents, 61% indicated they would or might be interested in the course--a figure indicating enough demand among Harper graduates alone to offer the proposed office design course at least one summer. In addition, 583 firms employing interior designers in the northern Chicago area were surveyed; a 16% response rate was realized. The skills they considered most important were color styling or coordinating, blueprint reading, source knowledge, furniture selections, and space planning. Retail firms and non-retail firms differed in many cases quite dramatically in terms of what skills were important to them. The bulk of the firms surveyed hired at least some inexperienced designers and only 27% of these firms required a specific educational background. The vast majority trained their interior designers on the job. The survey revealed a growing demand for designers. Detailed results and the survey instrument are included in the document. (Author/MB)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED169976

SURVEY OF NEED FOR OFFICE DESIGN AND OTHER DESIGN SKILLS AMONG FORMER INTERIOR DESIGN GRADUATES AND EMPLOYERS OF DESIGNERS

Pat Daly, Associate Instructor
Interior Design

John A. Lucas, Director
Office of Planning and Research

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

John A. Lucas

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) AND USERS OF THE ERIC SYSTEM."

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

JC 790 275

WILLIAM RAINEY HARPER COLLEGE
Volume IX, No. 15
April 14, 1978

ABSTRACT

THE PURPOSE OF THESE TWO STUDIES WAS TO MEASURE THE DEMAND FOR AN OFFICE DESIGN COURSE AMONG INTERIOR DESIGN GRADUATES AND TO SURVEY EMPLOYERS TO DETERMINE THEIR DESIGN SKILL NEEDS. THE FIRST STUDY IDENTIFIED 88 GRADUATES OF THE INTERIOR DESIGN PROGRAM AND AFTER AN INITIAL MAIL SURVEY, A SECOND MAILING AND A SERIES OF TELEPHONE CALLS, 66 RESPONDED FOR A RETURN RATE OF 75 PERCENT. THE SECOND STUDY IDENTIFIED 58.3 FIRMS IN THE NORTHERN HALF OF CHICAGO, AND THE NORTH AND NORTHWEST SUBURBS. THESE FIRMS REPRESENTED ARCHITECTURAL FIRMS, INTERIOR DESIGNER, SPACE PLANNERS, CONTRACT DEALERS AND RETAILERS. AFTER AN INITIAL MAILING OF A SURVEY INSTRUMENT AND A SECOND MAILING, 92 FIRMS RESPONDED FOR A RETURN RATE OF 16 PERCENT.

THE RESULTS OF THE SURVEY OF INTERIOR DESIGN GRADUATES INDICATED THERE WAS AT LEAST ENOUGH DEMAND FOR THE NEW PROPOSED OFFICE DESIGN COURSE TO OFFER THE COURSE AT LEAST ONE SUMMER. IF ENOUGH OTHER NON-HARPER GRADUATES DESIGNERS ARE ATTRACTED, THERE MIGHT BE ENOUGH DEMAND TO OFFER THE COURSE SEVERAL SUMMERS. THE MOST POPULAR TIME FOR TAKING THE COURSE IN THE SUMMER SEEMED TO BE WEDNESDAY MORNING.

EMPLOYERS OF INTERIOR DESIGNERS FELT THE MOST IMPORTANT SKILLS THEY NEEDED WERE COLOR STYLING OR COORDINATING, BLUEPRINT READING, SOURCE KNOWLEDGE, FURNITURE SELECTIONS AND SPACE PLANNING. RETAIL FIRMS AND NON-RETAIL FIRMS DIFFERED IN MANY CASES QUITE DRAMATICALLY FROM ONE ANOTHER IN TERMS OF WHAT SKILLS WERE IMPORTANT TO THEM.

THE BULK OF THE FIRMS SURVEYED HIRE AT LEAST SOME INEXPERIENCED DESIGNERS AND ONLY 27 PERCENT OF THESE FIRMS SPECIFY A SPECIFIC EDUCATIONAL BACKGROUND REQUIRED. THE VAST MAJORITY TRAIN THEIR INTERIOR DESIGNERS TO SOME EXTENT ON THE JOB.

THERE SEEMS TO BE AN OBVIOUS TREND AMONG THE FIRMS SURVEYED THAT THE DEMAND FOR INTERIOR DESIGNERS IS DEFINITELY GROWING.

TABLE OF CONTENTS

I. Purpose..... 1

II. Population Surveyed..... 1

III. Method..... 1

IV. Discussion of Results..... 1

V. Major Conclusions..... 3

VI. Detailed Results

A. Survey of Interior Design Graduates Desire to Take an Office Design Course..... 5

1. General Interest in Course..... 5
2. Time Preferences for Course..... 5

B. Employer Survey of Requirements for Interior Design..... 6

1. Type of Business of Respondents..... 6
2. Professional Groups Belonged to by Respondents..... 7
3. Interior Design Staffing Requirements..... 8
   (a) Experience required..... 8
   (b) Education required..... 8
   (c) Experience in Hiring Four Year and Two Year Graudates..... 8
   (d) Expereince in Operating an Apprenticeship Program..... 8
   (e) Willingness to Train Interior Designers on the Job..... 8
   (f) Trends in Expansion or Reduction of Interior Designers..... 9
4. Design Skills Required by Employers of Interior Designers.....10
5. Other Skills Listed in a Free Response.....12
6. Comparison of Four Year and Two Year Grads for Those Firms Who Have Hired Both.....12

VII. Appendix.....14

Purpose

The purpose of these two studies was to measure the demand for an Office Design Course among Interior Design graduates and to survey employers to determine their design skill needs. This study was requested by Pat Daly, Associate Instructor of Interior Design.

Population Surveyed

The first study identified all 88 graduates of the Interior Design program. After follow-up procedures were followed, 66 graduates responded for a return rate of 75 percent.

The second study identified a representative sample of employers from the northern half of Chicago and the North and Northwest suburbs. These employers represented architectural firms, interior designers, space planners, contract dealers and retailers of interior materials. A total of 583 firms were included in the sample and after follow-up, 92 responded for a return rate of 16 percent. While this return rate appears to be very low, this is really all that can be expected from a mail survey to businesses. The study must be interpreted in the light that these employers surveyed might not be representative of the whole population of employers of designers.

Method

The survey instruments, shown in the appendix, were designed by Pat Daly with some modification by the Office of Planning and Research. During the first study the survey instrument was mailed to the former graduates and after three weeks the non-respondents were sent a second mailing. After another three weeks an attempt was made to survey the remaining non-respondents over the telephone.

In the second study the employer population was all mailed the survey instrument and after three weeks a second mailing was made to the non-respondents. No further follow-up effort was carried out.

Discussion of Results

Among the former Interior Design graduates, 32 percent or 21 indicated they were definitely interested in the proposed Office Design course. Moreover, another 29 percent or 19 said they might be interested in this proposed new course. A total of 36 requested more information about this Office Design course. The most preferred time for taking the course during the summer was

Wednesday morning when 21 said they could meet. Even though no option was provided, several preferred the evenings or the weekend.

There seems to be enough demand just among Harper graudates to offer the course at least one summer. If during this offering, it is discovered that a substantial portion of the enrollment are non-Harper graduate designers, then this would indicate there is enough demand to offer the course for several summers.

The employers of Interior Designers who responded to the survey were distributed as follows: 14 percent were retail firms only, 49 percent of the firms offered professional services only and 37 percent were retail firms who also offered professional services. Only a small portion of the firms offering professional services specialized as to either commerical or residential. Also, few of the retail firms specialized although a number of the firms did not engage in retail lighting.

Among these employers of Interior Designers the most important design skills needed were color styling or coordinating, blueprint reading, source knowledge, furniture selections and space planning. The least important skills needed were sculpture, model making, advertising, typing, bookkeeping and office management

There were some very basic differences in the skill needs between retail and non-retail firms. For example, retail firms feel that such skills as salesmanship, merchandising, retailing, display and advertising are much more important. On the other hand, firms offering professional services judge such skills as blueprint reading, drafting ability and building/construction knowledge as much more important.

Most firms surveyed hire both experienced and inexperienced designers and three-fourths of these firms hire at least some inexperienced designers. Only 12 percent of the firms require a bachelors degree and only 27 percent of the firms specifically state they require any college background for their designers.

Less than half of the employers have had experience in hiring associate degree designers while 70 percent indicated they had hired designers with a bachelors degree. Among those firms hiring both bachelor degree and associate degree designers, one-third of the firms felt the B.A's were better and the other two-thirds felt there was no difference. Less than one-third of the firms

operate an apprenticeship program but over three-fourths will train interior designers in some areas.

Many more employers have added design staff in the last few years than reduced design staff. Moreover, close to 60 percent of the firms plan for sure to expand their interior design staff in the future.

The most frequently mentioned professional group which designers belonged to was the American Society of Interior Designers. However, a number of other professional associations were also listed.

Major Conclusion

The survey of Interior Design graduates indicated there was at least enough demand for the new proposed Office Design course to offer the course at least one summer. If enough other non-Harper graduate designers are attracted, there might be enough demand to offer the course several summers. The most popular time for taking the course in the summer seemed to be Wednesday morning.

Employers of interior designers felt the most important skills they needed were color styling or coordination, blueprint reading, source knowledge, furniture selections and space planning. Retail firms and non-retail firms differed in many cases quite dramatically from one another in terms of what skills were important to them.

The bulk of the firms surveyed hire at least some inexperienced designers and only 27 percent of these firms specify a specific educational background required. The vast majority train their interior designers to some extent on the job.

There seems to be an obvious trend among the firms surveyed that the demand for interior designers is definitely growing.

DETAILED RESULTS

SURVEY OF INTERIOR DESIGN GRADUATES' DESIRE TO TAKE AN OFFICE DESIGN COURSE

General Interest in Course

	Number	Percent
Definitely interested in this course	21	31.8
Not sure	19	28.8
Definitely not interested	26	39.4
	66	100.0

Time Preferences for Taking Office Design Course

Time	Number	Time	Number
Wednesday morning	21	Tuesday evening	3
Monday morning	18	Wednesday evening	3
Tuesday morning	18	Thursday evening	3
Thursday morning	16	Thursday afternoon	3
Friday morning	15	Friday afternoon	3
Monday afternoon	4	Monday evening	2
Wednesday afternoon	4	Tuesday evening	2
Weekends	3	Unsure about schedule	2

36 graduates requested more information about the course

Employer Survey of Requirements for Interior Designers

Number in groups	13	45	34	92
Percent of all groups	14.1	48.9	37.0	100

Type	Retailing Only		Professional Services Only		Retailing firms which also offer Professional Services		All Groups	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Architect	0	0	12	26.7	2	5.9	14	15.2
Interior Designer	0	0	39	86.7	30	88.2	69	75.0
Space planner/specifier	0	0	11	24.4	7	20.6	18	19.6
Contract dealer	0	0	6	13.3	9	26.5	15	16.3
Retail firm	13	100	0	0	34	100.0	47	51.1
Prefessional Specialization								
Commerical	0	0	11	30.5	0	0	11	15.9
Residential	0	0	1	2.8	10	30.3	11	15.9
Both	0	0	24	66.7	23	69.7	47	68.2
Retailing Specialization								
Furnishings	6	46.2	-	-	25	73.5	31	33.7
Carpet	5	38.5	-	-	25	73.5	30	32.6
Wall coverings	7	53.9	-	-	23	67.6	30	32.6
Drapery	5	38.5	-	-	23	67.6	28	30.4
Accessories	4	30.8	-	-	21	61.8	25	27.2
Lighting	2	15.4	-	-	18	52.9	20	21.7

Professional Groups Belonged to by Respondents

Professional Groups	Retailing Only	Professional Services Only	Retailing firms whch also offer Professional Service	All Groups
American Soceity of Interior Interior Designers	3	15	7	25
Interior Design Soceity	1		2	3
Chicago Floor Covering Association	1		3	4
Retail Floor Covering Institute	1			1
Contract interiors			1	1
National Home Furnishings Assoc.		2	2	4
Chicago Land Drapery and Slipcover Workroom Association			1	1
National Society for Interior Design			3	3
Illinois Home Builders			1	1
Paint and Wallpaper Dealers Assoc.			1	1
AIA		6		6
IBD		2		2
CMG		1		1
ADA		1		1
Illinois Society of Architects		1		1
ARA		1		1
CSI		1		1
NCARB		1		1
No one belongs to any professional group	4	10	5	19

Interior Design Staffing Requirements of Respondents

Experienced Required	Retailing Only		Professional Services Only		Retailing firms which also offer Professional Services		All Groups	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Hire experienced designers only	2	15.4	10	22.2	5	14.7	17	18.5
Hire inexperienced designers only	1	7.7	1	2.2	4	11.8	6	6.5
Hire both	6	46.1	26	57.8	21	61.7	53	57.6
No requirements stated	4	30.8	7	15.6	4	11.8	15	16.3
Architects	0	0	1	2.2	0	0	1	1.1
Education Required								
Require a B.A.	1	7.7	7	15.6	3	8.8	11	12.0
Require an Associate Degree	1	7.7	5	11.1	4	11.8	10	10.9
Require some college	1	7.7	2	4.4	1	2.9	4	4.3
No college required	6	46.1	13	28.9	5	14.7	24	26.1
It depends on need	0	0	0	0	2	5.9	2	2.2
No reuirements stated	4	30.8	18	40.0	19	55.9	41	44.5
Experience in Hiring Two Year Two Year Graduates								
Yes	2	20	14	41.2	17	65.4	33	47.1
No	8	80	20	58.8	9	34.6	37	52.9
Experinece in Hiring Four Year Graduates								
Yes	3	30	27	79.4	19	73.1	49	70
No	7	70	7	20.6	7	26.9	21	30
Experience in Operating an Apprenticeship Program								
Yes	5	41.7	11	28.2	9	31.0	25	31.2
No	7	58.3	28	71.8	20	69.0	55	68.8
Will Train Interior Design Graduates in Some Areas								
Yes	7	77.8	24	68.6	27	87.1	58	77.3
No	2	22.2	9	25.7	4	12.9	15	20.0
No sure	0							

	Retailing Only		Services Only		Retailing firms which also offer Professional Services		All Groups	
Have Expanded Interior Design Staff in Past 2-5 Years								
Yes	6	66.7	21	53.9	21	67.7	48	60.8
No	3	33.3	18	46.1	10	32.3	31	39.2
Have Reduced Interior Design Staff in Past 2-5 Years								
Yes	0	0	5	17.2	3	14.3	8	14.3
No	6	100.0	24	82.8	18	85.7	48	85.7
Expect to Expand Interior Design Staff at any Time During Next Two Years								
Yes	5	55.6	21	55.3	20	60.6	46	57.5
Not sure	2	22.2	6	15.8	3	9.1	11	13.8
No	2	22.2	11	28.9	10	30.3	23	28.7

Other Skills Listed in Free Response	Retailing Only Number	Professional Services Only Number	Retailing firms which also offer Professional Service Number	All Groups Number
Sketches of window treatment	1			1
Math aptitude	1			1
Speech, conversation and communication		2	2	4
Knowledge of design language			1	1
Confidence in projecting ideas			1	1
Knowledge of history		1	2	3
Knowledge of furniture			2	2
Knowledge of procelains			1	1
Knowledge of art			1	1
Ability to figure yardage in drapes			1	1
General talent		1	1	2
Knowledge of drapery-fabrication	2		1	3
Installation-estimating			1	1
Knowledge of carpets-estimating			1	1
Client/designer relationship-establish rapport		3	2	5
Practical workroom knowledge			1	1
Ability to deal with workmen and tradesmen			1	1
Retail salesmanship	1		2	3
Human relation skills		1	1	2
Color-theory-use-application			1	1
Ability to create enthusiasm			1	1
Knowledge of wall coverings			1	1
Lettering		1		1
Understanding of working drawings		1		1
Awareness of professional procedures, project, control, schedules, specs, shop drawings		1		1
Sense of style		1		1
How to dress for business		1		1
Creative problem solving approach		1		1
Ability to develop a concept in a short amount of time		1		1
General office procedures		1		1
General knowledge of general business law		1		1

Design Skills Required by Employers of Interior Designers

Design Skill	Retailing Only		Professional Service Only		Retailing firms which also offer Professional Services		All Groups	
	Number	Imp*	Number	Imp*	Number	Imp*	Number	Imp*
Color styling or coordinating	12	2.00	45	1.84	34	1.94	91	1.90
Blueprint reading	10	1.20	45	1.96	33	1.76	88	1.80
Source knowledge	10	1.60	44	1.75	34	1.88	88	1.78
Furniture selections	12	1.50	44	1.77	32	1.78	88	1.74
Space planning	10	1.50	43	1.84	34	1.65	87	1.72
Conceptual design	10	1.40	43	1.79	30	1.57	83	1.66
Salesmanship	13	1.92	44	1.32	34	1.94	91	1.64
Catalog reading	10	1.00	44	1.48	32	1.59	86	1.47
Furniture specifications	11	1.00	43	1.56	30	1.50	84	1.46
Interior remodeling knowledge	10	1.20	43	1.53	33	1.42	86	1.45
Window specifications/estimating	12	1.67	44	1.16	32	1.50	88	1.35
Lighting layouts/specifications	5	1.20	27	1.44	13	1.15	45	1.33
Drafting ability	10	.50	43	1.72	31	1.06	84	1.33
Floor specifications/estimating	11	1.64	44	1.16	29	1.45	84	1.32
Wall specifications/estimating	11	1.55	44	1.16	30	1.40	85	1.29
Merchandising	11	1.73	45	.81	33	1.61	89	1.22
Retailing	11	1.64	44	.68	33	1.61	88	1.15
Building/construction knowledge	10	.80	41	1.51	33	1.00	94	1.10
Business wirting	10	.70	44	1.20	33	1.03	87	1.08
Display	10	1.50	43	.70	34	1.38	87	1.06
Furniture construction	10	.90	41	1.12	30	1.00	81	1.05
Graphic Design	8	.88	43	1.09	31	.71	82	.93
Perspective rendering	10	1.00	44	1.07	32	.69	86	.92
Custome furniture designs	10	.90	45	.96	31	.81	86	.90
Custom fabric designs	10	1.20	45	.78	33	.85	88	.85
Office management	9	.67	44	.68	32	.75	85	.71
Bookkeeping	10	.60	43	.63	32	.75	85	.67
Typing	10	.10	43	.70	34	.68	87	.62
Advertising	9	.89	42	.26	32	.81	83	.54
Model making	10	.20	43	.47	30	.23	83	.35
Sculpture	10	0	43	.37	30	.30	83	.30

*Importance rating: 2=very important, 1=somewhat important, 0=not very important

Other Skills Listed in Free Response (continued)	Retailing Only	Professional Service Only	Retailing firms which also offer Professional Service	All Groups
Practical renovations and decorating skills with lighting walls, decorating, floors, car carpentry, etc		1		1
Free hand sketching		1		1
Team planning		1		1
Structural grids		1		1
Space planning		1		1
Photography		2		2
Knowledge of performance of fabrics in upholstery	1			1

Comparison of Four Year and Two Year Graduates for Those Firms Who Have Hired Both

1. Must be futther trained in any case.
2. We do not feel that the B.A. was any better qualified. The A.A.S. had more imagination which helped immensely.
3. Training strictly becomes background - depends entirely upon designer and their adaptability in the field, willingness to learn and the exposure they get.
4. Four year graduates better
5. B.A. far superior.
6. They both lacked ability to be creative and had poor knowledge of market place. Exposure to trade magazine and architectural magazines would help this
7. Varied.
8. Field experience is important.
9. It is always according to individual and the education and experience of previous jobs.
10. Same
11. Four year students have more architectural knowledge, also furniture history.
12. The four year is better.
13. Depends on individual
14. We have both kinds.
15. Two year graduates seem more dedicated to the field (in general).. B.A. gives a more rounded education and persons have more finesse.
16. It takes the same length of time to train a two year or four year graduates.
17. Talent, personality, background (however acquired(are what counts.
18. Better results with more knowledge and expereince.
19. B.A. graduates are better.
20. Four years of college is preferred.
21. No comment

APPENDIX

William Rainey Harper College
Algonquin and Roselle Roads
Palatine, Illinois 60067
312-397-3000

Dear Interior Design Graduate:

We would like to assess your interest level in a course offering on Office Design. This would be a non-credit course, offered during summer school only. Altho no credit would be given, there would be a certificate of completion and transcripts would list an equivalent in credits. The student would develop a portfolio of work which will represent some proficiency in this area.

The objective of this course would be to expand the job opportunities of the Harper graduate. Expected job opportunities would be with office/contract dealers primarily, possibly small architectural offices, or free lance design jobs.

Enclosed is a preliminary course outline so you will have some idea of course content. The projected schedule would be four weeks during summer school (most likely the second four weeks) three days at three hours per day (most likely in the morning). However, we cannot anticipate your time demands so we would like some feedback regarding a proposed schedule if you would be interested in this course. You will find a self-addressed, stamped reply envelope for this purpose.

We hope you have been successful in your professional endeavors to date and would like the opportunity to continue in your growth needs in the future through expanded courses.

Regards,

Pat Daly

Pat Daly
Interior Design Department

Enclosure

Survey of Interest in Office Design Course
Among Interior Design Graduates

1. Would you be interested in taking this proposed course in Office Design as described herewithin? Check (✓) one.

   _____ A. Definitely interested in taking this course.

   _____ B. I am not sure.

   _____ C. Definitely not interested in taking the course.

2. If you are or may be interested, what are your time preferences for the course? Check (✓) all that apply.

	Morning	Afternoon
Monday	_____	_____
Tuesday	_____	_____
Wednesday	_____	_____
Thursday	_____	_____
Friday	_____	_____

3. If you would like additional information about the course, check (✓) the box below and fill out your name, address and phone.

   ☐ I would like additional information.

Name _____

Address _____

_____

Phone _____

Office Design
Course Outline

Format to be: slide lecture/discussion, demonstration, field trips, portfolio development

Standard sizes/clearances

Terminology

Functional approach to:
- work flow/analysis
- filing systems
- individual work stations
- conventional and open planning

Contract materials:
- upholstery
- drapery and window treatment
- wall coverings
- carpeting
- material/finishes

Lighting elements

Drafting/presentation techniques

Specification/fees

Field trips:
- Merchandise Mart (sources)
- office installations

Portfolio contents:
- individual work stations
- private office suite
- conference areas
- open/landscape plan

William Rainey Harper College
Algonquin and Roselle Roads
Palatine, Illinois 60067
312-397-3000

November 3, 1977
OFFICE OF PLANNING AND RESEARCH

Dear Employer of Interior Designers:

Harper College has been offering a two year degree program in Interior Design since 1972. There is a need at present to evaluate the curriculum and to identify any additional skills our interior design graduates might need. To that end we are surveying employers of Interior Designers such as yourselves. We are asking that you take a few minutes and indicate the specific skills and education background you require of the designers you employ, complete the enclosed survey and return in the stamped, addressed return envelope.

Thank you very much for providing us valuable information to help in the planning of our future Interior Design Curriculum. If you do not employ Interior Designers, please disregard this request but thank you for your attention.

Sincerely,

John A. Lucas

John A. Lucas
Director

Attachment

SURVEY OF REQUIREMENTS FOR INTERIOR DESIGNERS

Would you kindly rate the importance of the required entry level skills you expect of an Interior Design graduate seeking full-time experience with your firm. Check (✓) the appropriate column for each skill.

DESIGN SKILLS	Very Important	Somewhat Important	Not Very Important
Conceptual design			
Space planning			
Color styling or coordinating			
Furniture selections			
Furniture specifications			
Floor specifications/estimating			
Wall specifications/estimating			
Window specifications/estimating			
Lighting layouts/specifications			
Furniture construction			
Custom furniture designs			
Custom fabric designs			
Graphic design			
Interior remodeling knowledge			
Building/construction knowledge			
Blue print reading			
Drafting ability			
Perspective rendering			
Model making			
Sculpture			
Catalog reading			
Source knowledge			
Salesmanship			
Merchandising			
Retailing			
Advertising			
Display			
Typing			
Bookkeeping			
Business writing			
Office management			

Are there any additional skills that you require that are not mentioned on the preceding page? If so, would you please list them.

_____

_____

What type of business are you engaged in? Check (✓) appropriate area(s).

_____ A. Architect
_____ B. Interior Designer
_____ C. Space Planner/Specifier
_____ D. Contract Dealer

Specializing in:
_____ E. Commerical
_____ F. Residential
_____ G. Both

Retail Firm _____ Specializing in:

_____ A. Furnishings
_____ B. Carpet
_____ C. Drapery
_____ D. Wall coverings
_____ E. Accessories
_____ F. Lighting

Are you a member of a professional architectural, design, or trade organization? If so, which one? _____

_____

Do you hire:

_____ A. Experienced designers only
_____ B. Inexperienced designers only
_____ C. Both experienced and inexperienced designers

What type of degree, if any, is required by your hiring practice? _____

_____

Have you had any experiences hiring two year graduates, A.A.S. degree? _____

Have you had any experiences hiring four year graduates, B.A. degree? _____

If you have experienced hiring both types of graduates, how do you think they compare? _____

_____

_____

Do you presently have a training or apprecticeship program?

_____ A. Yes
_____ B. No

Will you train an Interior Design graduate in some areas? _____Yes _____ No

Have you expanded your Interior Design staff in the past 2-5 years? ___Yes ___ No

Have you reduced your Interior design staff in the past 2-5 years? ____Yes ____No

Do you expect to expand your Interior Design staff at any time during the next two years? ____ Yes _____ No